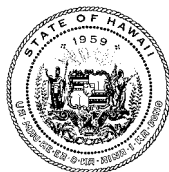


LINDA LINGLE  
GOVERNOR OF HAWAII



CHIYOME L. FUKINO, M.D.  
DIRECTOR OF HEALTH

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ADULT MENTAL HEALTH DIVISION  
P.O. Box 3378  
HONOLULU, HAWAII 96801-3378

In reply, please refer to:  
**File:**

March 18, 2005

Dear Applicant:

RE: ADDENDUM 2 TO RFP HTH 420-10-05

The following changes have been made to RFP HTH 420-10-05:

Section 4 has been changed as follows:

Section 4, III., B., 3., Evaluation Criteria, Service Delivery on Page 4-6 has been deleted and replaced with the following paragraphs.

**3. Service Delivery**                      **Total 55 Points**

Evaluation criteria for this section will assess the applicant's approach to the service activities and management requirements outlined in the Proposal Application.

Evaluation will include the following:

- a. Demonstrated capability of service delivery system to meet the goals and objectives of the RFP including, but not limited to, appropriateness to consumer populations, communities, and regions; and capacity to provide translation and interpretation services in all of the languages (including American Sign Language) described in the Scope of Services.  
**(20 points)**
- b. A clear description of the services for consumers from point of entry to completion of services. Description should address procedures for response to DIVISION referrals, criteria and

Addendum 2 to RFP HTH 420-10-05

procedures for face-to face or telephone interpretation, and procedures for document translation including security of documents containing information on DIVISION consumers. Any services subcontracted out must be included in the description.  
**(10 points)**

- c. A reasonable estimate of the number of consumers it will serve, and where applicable, of the number of units it will provide.  
**(5 points)**
- d. A statement that the applicant shall not refuse a referral, and that it shall not have an exclusionary policy that is inconsistent with the DIVISION's guidelines.  
**(5 points)**
- e. The program incorporates "best practices/evidence-based practices," has literature to support this, and has a system for implementing and maintaining best practice program integrity.  
**(5 points)**
- f. A description by the applicant of the involvement of the consumer in the decisions regarding the interpretation services the consumer receives.  
**(5 points)**
- g. A statement by the applicant that is ready, able, and willing to provide services throughout the time of the contract period.  
**(2 points)**
- h. A statement by the applicant that it has read the Request for Proposal and will comply with DIVISION requirements.  
**(3 points)**

Thank you for your attention to these changes.

Sincerely,

THOMAS W. HESTER, M.D.  
Chief, Adult Mental Health Division